

Video - Managing Users in the EHBs

This video has been made available in the EHBs as of May 7, 2018.

As of June 11, 2021, the DUNS number has been replaced with the UEI, in many places in the EHBs. For more information please check out: [Transition to Unique Entity Identifier \(UEI\)](#)

Help Video on Managing Users in the EHBs for External Users

This video provides an overview of how Authorizing Officials and Project Directors can manage users in the EHBs, and will provide the steps for approving new users, managing permissions, and removing users, at the Organization and Grant level. **It is strongly recommended that the “User Permissions Overview” video be viewed first, for fundamental background, prior to viewing this video.**

This Video Walks Through:

- Who can manage users
- How to manage Organization access
- How to manage Grant permissions
- How to remove a user

Additional Resources

View the **EHBs User Permissions Overview** help video to learn more about:

- EHBs Roles and Permissions for Organizations and Grants
- The different types of privileges associated with Grantee and Applicant Roles

